


OFFICE OF TRAINING

NOTICE
No. 15-54

7 July 1964


SUBJECT: OTR Training Film Release to Non-OTR Elements

1. Training films produced by OTR are designed primarily for its own use in the training of staff personnel. Nevertheless, such films are frequently requested by other members of the Intelligence Community,




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2. The showing outside the Agency of films whose casts may include Agency personnel in sensitive assignments has obvious security implications. Careful consideration must be given to requests on an individual basis, and coordination pursuant to Agency regulations strictly observed. It is, therefore, important that no action be taken informally that could be construed as a commitment to provide OTR films without prior reference as directed below.

3. Headquarters Regulations  have provided definite procedures to be followed for handling releases of Agency training materials. The Training Assistance Staff, Operations School, regularly follows these procedures in pursuance of its assigned duties and is, therefore, the OTR component qualified by experience to assure proper processing of requests for films.

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4. Accordingly, TAS/OS is designated as the point of reference for requests for OTR films to be shown to non-Agency personnel. All such requests will be referred to C/TAS who, in coordination with XO/TR and SO/TR, is charged with the responsibility for granting or denying them as appropriate under the particular circumstances, and for assuring compliance with all Agency clearance procedures.



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Director of Training

Distribution:
Key 1C